

Meeting Minutes

<http://set.lanl.gov/spac/>

(TA-00, Canyon Complex, Room # 168)

Date: 6/6/2002

Members Present:

Jerry Foropoulos, NMT-DO
David Hobart (Chair), C-AAC
Tracy Ruscetti, B-2
Lonnie Theye (Vice-Chair), NMT-DO
Danny Valdez

Student Representatives Organization
Ryan Toya, SA
Stephanie Martinez, BUS-5

LANL Representatives
Margaret Marshall, OEO
Barbara Pacheco, HR

Dave Hobart called the meeting to order at 8:30 am.

Minutes

Tracy Ruscetti read the minutes of 5/23/02 meeting at 8:34 am.

Dave H. pointed out that the 5 exceptions discussed at the 5/29/02 meeting have not been signed by SPAC. He will contact STB (aka Mindy M.) to track them down and determine status.

Dave H. and Kurt S. met with Allen Hartford about the Housing and Transportation Report. Allen is reported to be very pleased that most of the action items are complete. Kurt S. and Dave H. will meet with Julia C. about the RFP for new student dorms and what role the housing office will or will not play. An important question to be resolved at this meeting is if LANL should establish a nominal number of student hires to ease the crisis in housing and transportation. This year, LANL is expected to hire 1600 students, and although many of the students are local, the word "national" suggests that we bring in students from around the country. However, more "national" students at the Laboratory will exacerbate the housing and transportation problem.

Student awards:

Dave H. will be drawing up the criteria call for these awards today. The awards are segregated into Technical and Non-Technical categories in each series

(UGS, GRA, and Postdoc). Kurt S. reported at the last SPAC meeting that there is \$3000 for the student awards to be split into 6 awards (2 per series). Bill Press will present these awards at the Student Symposium in late July.

Mentor awards:

Barb P. and Bill R. are co-chairs of the mentor award subcommittee. SPAC would like to honor the outstanding efforts of mentors with these awards and attach a monetary award. Allen Hartford suggests that in the case of the mentor awards, the recognition will be its own reward. Allen also suggests that there only be one mentor of the year award. Carole R. has pointed out to Dave H. that more mentors should be recognized (at least 3) because there are so many students who wish to recognize their mentors.

Dave mentioned that he presented to the LIM meeting the need for mentors to be recognized at the Division and Directorate level, perhaps by requiring mentoring and good mentorship to be part of an employee's performance appraisal. A memo concerning the mentor awards is due to Allen Hartford by June 10 to get the ball rolling before the Student Symposium.

Student nomination to SPAC call:

SPAC has two student nominations thus far. Lonnie is to set up interviews for these students. Dave H. suggests that these students should be given very specific tasks/responsibilities. For example, Carole R. suggested at the last meeting that the student representative should serve as the SPAC liaison to SA.

Student Association:

Research Library Student Breakfast: Students had their first student breakfast this morning sponsored by the Research Library. The goal of the Research Library was to familiarize students with the library resources, computers, etc. They served a Continental Breakfast in the library and conducted tours of the facility.

SPAC student breakfast: It is not clear how many students attended the breakfast this morning, but SPAC was told to expect 20-30. Jerry F. found the money to pay for the SPAC student breakfast. The breakfast will be held on 08/01/02. SPAC will serve breakfast burritos and have an agenda to present SPAC and student issues. Lonnie T. will do the math and call the supplier to determine how many students SPAC can accommodate.

Student picnic:

Mentors to pay at picnic: There are some people who are unhappy that mentors will not be receiving lunch at the student picnic and are asked to pay for their lunch. There is no money at this time (and Dave H. mentioned the late date) to change the policy now. Dave H. suggested that we contact STB (i.e., Carole R.) to distribute a memo to mentors that reminds them that they are welcome to participate and Dave's Dogs will be on hand for mentors to purchase lunch.

Advertising: Ryan has been in email contact with Mike Carlson from the Newsbulletin. Dave H. suggested that Ryan contact Mike via phone to get an interview. The student picnic has also been posted on the student events calendar. SA also emailed posters to be displayed.

Picnic Set up: Ryan asked that everyone who is to help set up meet at 8:00 am at the shelter at Urban Park. Danny and at least one other person will bring their pick up truck. Lonnie is in charge in tables and chairs; he has 20 tables from Pueblo complex and 40 chairs from the Public School office. The tables will not be ready for pick up until 10:00 and Ryan was concerned that this was not early enough to set up for food and the caterer. Dave H. suggested that we try to push up the time to at least 9:30 am to facilitate setting up the food and information booths. Jerry will bring and set up the sound equipment. Dave H. will send out an email to SPAC to encourage participation. Dave H. will be there to man the SPAC booth and to help set up and clean up. The booth will have pamphlets and Dave needs a banner and will ask Bill R. to help with that. Barb P. suggested that there should be freebies at the booth. Barb will check with Security to find lanyards or other freebies around the lab.

Catering: Ryan needs help serving food. Barb and Mindy will be there about 10:00 as will Margaret and other STB and SPAC members. There is a tent supplied by Johnson Controls but general seating will be limited.

Information booths:

Ryan has 10 groups he thinks will be represented at the Student picnic:

- Ergonomic
- SPAC
- Wellness Center
- Library
- Employee assistance program
- Diversity office
- HR
- Women in Science
- E division
- Security

Dave H. asked if there were any participants from Downtown and Ryan says that the LA County Parks and Recreation Department has yet to confirm.

Margaret M. asked if Ombuds Office had been asked to participate. Ryan had asked the office but they were unable to man a booth on June 13,

Dave H. suggested that SA have a command center to centralize the volunteer efforts. This might be the SA booth.

Sports Equipment:

Sports equipment (such as softballs, bats, horseshoes, volleyball nets and balls) is not available to check out from Wellness center. The LA County Parks and Recreation has a variety of equipment available but for a fee.

Instead, SPAC members will bring equipment, softball, horseshoes, bats, Frisbees or whatever to the picnic.

SA will have a meeting at 3:00 pm today in Ottowi cafeteria.

Meeting closed at 9:26 am.

Respectfully submitted,

Tracy Ruscetti, acting for Sheila Wasfey, Historian Team